



Job announcement

Public Information Officer Communications | House Republican Caucus Washington State House of Representatives

House Republican Caucus profile:

- The House Republican Caucus consists of: Republican members of the Washington State House of Representatives; legislative assistants; and Policy Development, Communications and Leadership staff.
- The Communications staff works collaboratively to: promote the legislative priorities and solutions of the House Republican Caucus; support the legislative communications needs of individual Republican state representatives; and execute other public-affairs functions.
- The Communications staff consists of a director, a deputy director and seven public information officers (PIO).

Primary duties and expectations:

- Each PIO supports five to seven Republican state representatives.
- Primary duties include but are not limited to: drafting and editing news releases, email updates, newsletters, video scripts, podcast outlines, speeches, presentations and other legislative communications; engaging in media relations; maintaining member legislative web pages; and assisting with outreach endeavors such as social media, radio, telephone town hall meetings, traditional town hall meetings, and other legislative activities.
- PIOs are expected to be: customer-service oriented; collaborative; self-motivated; informed on legislative issues; and capable of multitasking and meeting deadlines.
- PIOs are expected to have strong writing, editing and interpersonal skills. Proficiency in Microsoft Office applications, WordPress, video editing, and some social media platforms is preferred.

Preferred qualifications:

- A bachelor's degree.
- At least two years of experience working in communications, journalism, media relations, public affairs, or a legislative-related field.

Salary and benefits:

- This is a full-time, at-will, permanent position located in the John L. O'Brien Building on the Capitol Campus in Olympia, Washington.
- The specific salary will depend on the successful candidate's qualifications.
- Benefits include: vacation, sick, and military leave; paid state holidays; health, life, long-term disability, and other optional insurance; social security; and retirement and deferred compensation programs.

How to apply:

- Interested applicants should email a cover letter, résumé and three references to Communications Director John Handy (john.handy@leg.wa.gov) by **October 7, 2019**.
- Questions? Please call (360) 786-5758.
- Learn more at: houserepublicans.wa.gov | facebook.com/wahouserepublicans | twitter.com/wahousegop

The Washington State House of Representatives is an equal opportunity employer.